

SAMPLE
School Bus Driver Education Certification Letter

(School Letterhead)

Date

This letter certifies that the school bus driver shown below has successfully completed the classroom component of the Virginia School Bus Driver Training course. This course is approved by the Virginia Department of Education and qualifies as the re-examination course for school bus drivers.

The individual named below has met the eligibility requirement to be re-tested on the Commercial Driver License General Knowledge Test.

Legal Name	
Date of Birth	
VA Customer Number	
School Type	
School Jurisdiction	
School Code	
In-class Completion Date	

Sincerely,

(Signature of Authorized School Representative)
(Title of Representative)